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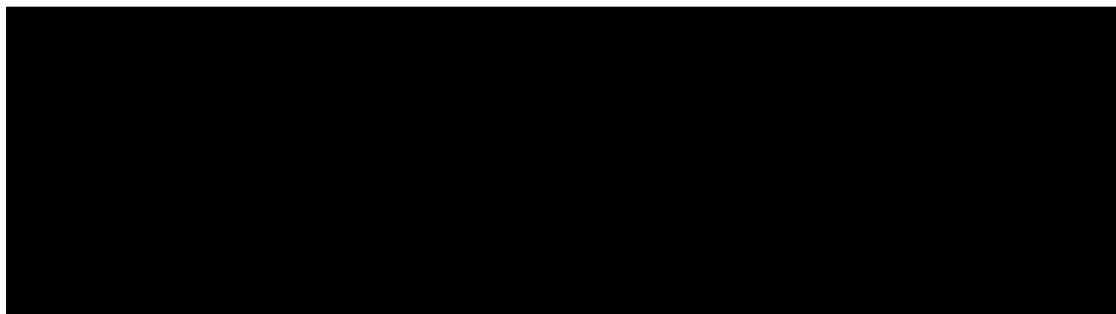
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6 February 1953

MEMORANDUM FOR: DEPUTY DIRECTOR (ADMINISTRATION)

SUBJECT : Weekly Activities Report for Week Ending 6 February 1953

1. General



25X1C15a

2. Transportation Division

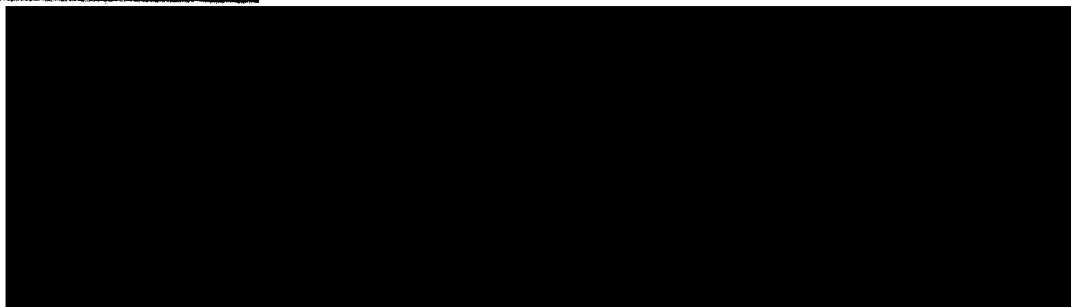
No significant developments during the period.

3. Supply Division

Agency Catalog

Division of catalogs, as required in applicable DP/P agreement, has been completed; consolidated versions are being run through machine records and reproduction of the revised catalogs will be ready for distribution to the field week of 23 February.

4. Purchase Division



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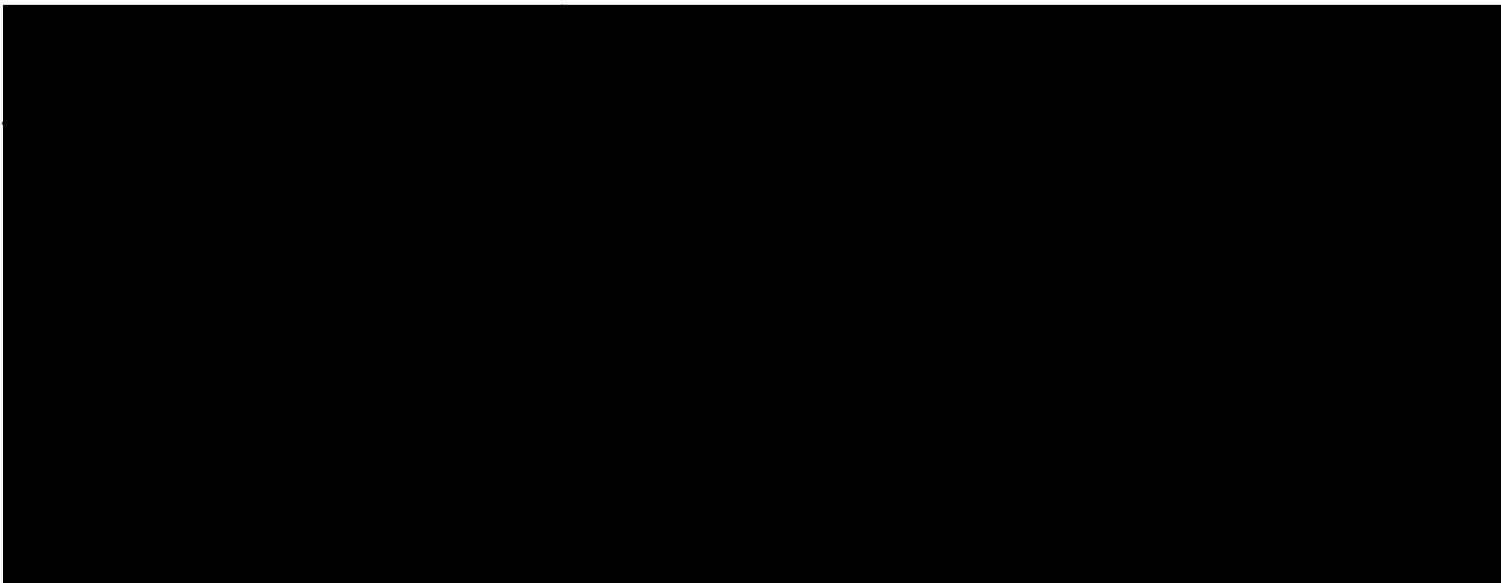
b. Contract documents

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SECURITY INFORMATION

25X1A5a1

b. Contract Documents

(1) During the period 7 contract documents with a total money value of \$154,987 were executed:



(2) At the end of the period 103 contract documents with an approximate money value of \$1,188,990 were on hand. Their status is as follows:

No. Action	0
Pending receipt of more detailed information, clearances, etc.	24
Pending bid openings and awards	10
Negotiations Underway	20
Pending drafting of contractual documents	3
No further action required by procurement officers:	
Pending typing and mailing to contractor	20
Pending signature of contractor	24
Pending final clearance and signature by contracting officer	2
	<u>46</u>
	103

c. RequisitionsDollar Value

On hand beginning of period	233	
Received during period	120	
Completed during period	156	
On hand end of period	197	\$57,141.24

With Action	142	26,364.74
Without Action	55	30,776.50

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SECURITY INFORMATION

3. Real Estate

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SECURITY INFORMATION

5. Real Estate and Construction Division

25X1A2g

a. Project [REDACTED]

Report of site survey by ADD/A, D/ER and PSO being submitted separately. There is a possibility of reductions in previously submitted construction estimates. Lease of site awaits approval by Armed Services Committee.

b. Project [REDACTED]

25X1A2g

Sub-contractor's claim for extra compensation (\$22,400.40) still being reviewed by General Counsel's Office.

c. [REDACTED] Leases

25X1A7b

Representative of this office departed Washington, 2 February, for [REDACTED] to negotiate leases for 30 houses and Bachelor Officer Quarters for [REDACTED]

25X1A7b

JAMES A. GARRISON
Chief of Procurement and Supply

PSO/AKS/mtd
6 February 1953

DD/A (3) ✓
File (1) ✓
Dissemination (1)

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